

CITY OF HUTTO, TEXAS BOARDS AND COMMISSIONS APPLICATION

The City Council will use this application for their selection of individuals for appointments to specific Boards and Commissions that were established to assist and advise the City Council on specific issues.

All information provided in this application is public information pursuant to the Texas Public Information Act.

All individuals appointed to serve on a Board or Commission will be required to complete training relative to the Texas Open Meetings Act and to the Texas Public Information Act.

Name			
Telephone Numbers (Home)		(Cell)	
Residential Address:			
Email:			
Business Address:			
Business Telephone			_
Do you live inside the city limits of Hutto?	Yes		No
If yes, how many years	_		
Are you a registered voter?	Yes		No
Voter Registration No.			(Required)
Have you graduated from Hutto Citizen's U	niversity?	Yes	No

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:

your pi			s. If applying for m No. 1 as your firs				
	Ethics Historic	mic Developme Review Comm c Preservation g Standards Co	Commission		Parks and Recr Planning and Zoning Board o Library Advisory	oning Commiss f Adjustments	
•	What is your	occupation or	area of expertise?				
•	Work experie	ence applicable	to the City Board	or Coi	mmission to whic	h you are apply	ring.
•	Have you att	tended a City C	ouncil meeting bef	ore?	Yes	No	
•	Have you att	tended a Board	or Commission m	eeting	for which you ha	ave applied?	
	Yes	No					
•	Do you have	knowledge/tra	ining regarding the	appli	ed for Board or C	commission?	
	Yes	No	If yes, please lis	st:			
•	List any expe	erience that qua	alifies you to serve	in the	positions indicat	ed.	

Real Esta Manufact Business Law/Con	ate/Developm turing/Industri Developmen tract Administ	ent al Operations t	follow	Banking/Finance Real Estate Management Promotions/Marketing Business Management Other:	
		ny other City Boar	d or C	Commission at this time? If so, which Boar	d
					IL
Yes	No	If yes, explain.			
	Real Esta Manufaci Business Law/Con Building/ Do you current or Commission Do you have a ability to h	Real Estate/Developm Manufacturing/Industri Business Developmen Law/Contract Administ Building/Construction Do you currently serve on ar or Commission? Do you have any business of ability to have impartial judge Yes No What type of services do you	Real Estate/Development Manufacturing/Industrial Operations Business Development Law/Contract Administration Building/Construction Do you currently serve on any other City Boar or Commission? Do you have any business or personal relation ability to have impartial judgment in City Matter Yes No If yes, explain. What type of services do you feel the Board of	Real Estate/Development Manufacturing/Industrial Operations Business Development Law/Contract Administration Building/Construction Do you currently serve on any other City Board or Cor Commission? Do you have any business or personal relationship ability to have impartial judgment in City Matters? Yes No If yes, explain. What type of services do you feel the Board or Contract Administration Building/Construction Do you currently serve on any other City Board or Contract Administration Building/Construction Do you have any business or personal relationship ability to have impartial judgment in City Matters? Yes No If yes, explain.	Manufacturing/Industrial Operations Business Development Law/Contract Administration Building/Construction Do you currently serve on any other City Board or Commission at this time? If so, which Boar or Commission? Do you have any business or personal relationship with the City of Hutto that would affect you ability to have impartial judgment in City Matters? Attach separate page, if necessary.

FOR EACH BOARD OR COMMISSION TO WHICH YOU ARE APPLYING, PLEASE COMPLETE A SEPARATE PAGE 4.

Boa	ard or Commission:	
Ple	you know the purpose of the Board(s) and/or Commission(s) for ase provide a brief statement for each board or commission you ach a separate page, if necessary.	
to	at do you hope to contribute to the community by serving on the which you are applying? Please address each board or community by a contrate page if page 2007.	e Board and/or Commission mission you have selected
abt	ove. Attach a separate page, if necessary.	

•	List any civic or com	munity activities in which you have been involved.
•	What is your Volunte	er Experience?
applion may City	cation for appointment n not be legally possible t of Hutto, and its agen	ember of the public makes a request for information included in this nust be disclosed under the Public Information Act. I also understand that it o maintain the confidentiality of such information, and I hereby release the ts, employees and officers, from any and all liability whatsoever if the pursuant to the Public Information Act.
and co		nents included in my application and attached addendum, if any, are true that I am aware of the requirements of the position and certify that I meet
Applica	ant Signature	Date
	tal, all applications are	d and submitted to the City Secretary. If there are no vacancies at the time of kept two (2) years from receipt of the application and will be destroyed as
Submi	it applications:	City of Hutto Attn: Seth Gipson, City Secretary 401 W. Front Street Hutto, TX 78634 (512)759-4033 Office (512)846-2653 Fax seth.gipson@huttotx.gov



The submittal and execution of the following Responsibilities of Board and Commission Members is a requirement of the application process.

Responsibilities of Board and Commission Members

To be selected as a City board or commission member is a high honor and provides an unusual opportunity for genuine public service. Although specific duties of each vary widely with the purpose for which they are formed, there are certain responsibilities that are common to all members. The following is a summary of those responsibilities.

- 1. Understand the role and scope of responsibility. Be informed of the individual board or commission's scope of responsibility and operating procedures.
- 2. Be careful to represent the majority views of your individual board or commission. Individual "opinions" to the public and press are discouraged and, if given, should be identified as such.
- 3. Members should represent the public interest and not special interest groups.
- 4. Members are in a unique position of serving as a liaison between the City and its citizens and can help to reconcile contradictory viewpoints and to build a consensus around common goals and objectives.
- 5. Do your homework and be thorough in recommendations. View situations under consideration prior to the meeting in order to be fully prepared to discuss, evaluate, and act on all matters scheduled for consideration. Conclusions based on careful preparation will strengthen the value of the group's recommendations.
- 6. Participate in continuing education opportunities offered by the City or related affiliate organizations.
- 7. Supportive relationships with the City Council and City staff are basic for successful operation of any board or commission. In contacting City personnel on items of consideration, the proper channel is through the designated City staff person providing staff support for your group.
- 8. Establish a good working relationship with fellow group members. Respect individual viewpoints, allow other members time to present their views fully before making comments, be open and honest, welcome new members, and strive to minimize political action on issues.
- Council appointments to boards or commissions are made without regard to political party affiliation.
 Members are not restricted from participating in political activities; however, members should not use or involve their membership in the conduct of political activities.

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Signature	Date	